

Council Meeting
November 18, 2014

Meeting called to order by Mayor Tammy Konz at 7:00pm

Council Members present: Tammy Konz, Sheryl Carlson, Joe Krippner and Eric Loewen; Paula Capes absent

Others present: Randy Sabart, James Frilstad and Dennis Loewen

Motion made by Joe Krippner and seconded by Eric Loewen to approve the claims; motion carried
Councilmember Paula Capes absent

Motion made by Eric Loewen and seconded by Joe Krippner to approve the following Consent Agenda items:

1. Minutes of the November 10, 2014 Council Meeting
2. Minutes of the November 13, 2014 Special Meeting
3. Resolution No. 11182014A Resolution Adopting Assessment for Unpaid Charges
4. Acceptance of CliftonLarsonAllen 2014 Audit Engagement Letter

motion carried

Councilmember Paula Capes absent

Clearwater River Watershed District representative Dennis Loewen discussed sign design for Willow Creek Park with the Council; it would identify the Phase I & II projects and possibly the Kingston project. They will contact the City Clerk regarding GPS coordinates for the trails to be used for the sign. Mr. Loewen discussed possibly doing some work on the retention pond by Arnold's Implement and work on the existing structures at the south end of Magnus Johnson St.

Those present discussed Clean-up Day. The City Clerk had viewed a picture in a newspaper of a student group that had taken the electronics and appliances for disposal then used the funds received from dismantling the items for a project. Mayor Konz will contact the school; she would like to set up a meeting with the school as new members were elected.

Mayor Konz was contacted regarding donation ideas; possibilities discussed were park benches, picnic tables and an awning by the playground at Willow Creek Park.

The Council discussed the information from the LMC regarding moonlighting. The City Clerk will look into a sample policy.

Councilmember Krippner said he had been contacted regarding the possibility of Frisbee golf at Willow Creek Park. Those present discussed having Frisbee golf throughout various park within the City.

City Engineer Randy Sabart discussed the outcome of the public hearing for the Maus Drive project with the Council. SEH will get started on the design process.

The Council reviewed the first draft of the addendum to the development agreement and applicable exhibits for the Heritage House expansion project. Those present discussed screening; fences shall not exceed 8 feet in height in non-residential districts unless a conditional use permit is obtained. The Council would prefer a privacy fence so that Greely Edition residents are not affected by headlights coming around the side of the building and are unable to see deliveries to and from the building. The private sanitary sewer line currently serving the building is clay; the City recommends replacing it; a suitable product for wastewater screening is still being researched. The Council is requiring this to prevent non-flushable products from entering the City's sanitary sewer system. Councilmember Carlson inquired as to whether a City Engineer representative would be on-site during construction; that typically does not occur with smaller projects but could be done if the Council wished to do so.

Mr. Sabart reviewed the information from Mr. Loewen regarding possibly doing work on the retention pond by Arnold's Implement and working on the existing structures at the south end of Magnus Johnson St. He explained to the Council that the proposed use of SAFL Baffle will be to catch more sediment; it is a cheaper option than a grit chamber. Mr. Loewen stated that Traut Wells is working on the irrigation for the ball field using the storm water; this would be a manually configuration vs. an automatic system. Motion made by Eric Loewen and seconded by Sheryl Carlson to allow the Clearwater River Watershed District to make improvements to the retention pond by Arnold's Implement and the existing structures at the south end of Magnus Johnson St as laid out by Dennis Loewen; motion carried
Councilmember Paula Capes absent

The Council reviewed the proposed layouts of the City Hall and Police Dept. building to comply with ADA requirements with the City Engineer; this work is part of the 2012 Utility Improvement Project. With the exception of these improvements, the 2012 Utility Improvement Project can be closed out.

The Council worked on the 2015 Final Budget & Tax Levy. The Park Dedication Fund has \$26,000 for Heritage Park, \$4,400 for Greely Edition and \$12,487.32 for the Scheeler Addition in it. Paving the entrance at Willow Creek Park is estimated to be \$21,250 (2011 estimate); this will help with wash-outs and sediment. The City Clerk will update the LMCIT rates with the rate projections just received. The Council discussed building a shed for the Public Works Dept. by the wastewater treatment plant and setting additional money aside for improvements at the wastewater treatment plant.

The next meeting is December 2; starting at 6:30pm for the Truth-in-Taxation hearing. Each Councilmember will have employee evaluations completed; utility rates will also be discussed.

Motion made by Eric Loewen and seconded by Joe Krippner to adjourn at 9:52pm; motion carried
Councilmember Paula Capes absent

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: November 2014

Batch Name	111814Claims Payment	Computer Dollar Amt	\$4,249.49	Posted	
Refer	6876 <i>INSPECTRON, INC.</i>		<u>Ck# 037160 11/18/2014</u>		
Cash Payment	E 101-42400-305 Building Permits		Inspections/Permits		\$482.14
Invoice	11/12/2014				
Transaction Date	11/17/2014	Due 0	Checking 10100	Total	\$482.14
Refer	6877 <i>NOVASTOR</i>		<u>Ck# 000543E 11/14/2014</u>		
Cash Payment	E 101-41000-207 Computer/Printer/Copier		Upgrade Backup Software for Office		\$24.95
Invoice	BKD-7367851093 11/14/2014				
Transaction Date	11/17/2014	Due 0	Checking 10100	Total	\$24.95
Refer	6878 <i>JOVANOVICH KADLEC & ATHMANN</i>		<u>Ck# 037161 11/18/2014</u>		
Cash Payment	E 101-42110-304 Legal Fees		Police Legal - GMC DWI		\$87.50
Invoice	5314 10/31/2014				
Cash Payment	E 101-42110-304 Legal Fees		Police Legal		\$1,188.00
Invoice	5296 10/31/2014				
Cash Payment	E 101-41910-304 Legal Fees		Zoning Legal		\$330.75
Invoice	5315 10/31/2014				
Cash Payment	E 101-41000-304 Legal Fees		General Legal		\$13.50
Invoice	5315 10/31/2014				
Cash Payment	E 410-48000-304 Legal Fees		Heritage House Legal		\$384.75
Invoice	5315 10/31/2014				
Cash Payment	E 101-43100-304 Legal Fees		Maus Dr Legal		\$243.00
Invoice	5316 10/31/2014			Project 2	
Transaction Date	11/17/2014	Due 0	Checking 10100	Total	\$2,247.50
Refer	6879 <i>CENTERPOINT ENERGY</i>		<u>Ck# 037158 11/18/2014</u>		
Cash Payment	E 101-42110-383 Gas Utilities		Police Bldg Gas Service		\$54.27
Invoice	11/7/2014				
Cash Payment	E 101-45200-383 Gas Utilities		Shelter Gas Service		\$28.39
Invoice	11/7/2014				
Transaction Date	11/17/2014	Due 0	Checking 10100	Total	\$82.66
Refer	6880 <i>MEEKER COOPERATIVE</i>		<u>Ck# 037162 11/18/2014</u>		
Cash Payment	E 602-49450-381 Electric Utilities		WWTP Electricity		\$627.85
Invoice	11/11/2014				
Cash Payment	E 602-49450-381 Electric Utilities		Heritage Park Lift Station		\$60.00
Invoice	11/11/2014				
Cash Payment	E 602-49450-381 Electric Utilities		Scheeler Lift Station		\$68.86
Invoice	11/11/2014				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light		\$14.75
Invoice	11/11/2014				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light		\$14.75
Invoice	11/11/2014				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light		\$14.75
Invoice	11/11/2014				
Cash Payment	E 101-43100-381 Electric Utilities		Street Light		\$14.75
Invoice	11/11/2014				
Transaction Date	11/17/2014	Due 0	Checking 10100	Total	\$815.71
Refer	6881 <i>HEALTH PARTNERS</i>		<u>Ck# 037159 11/18/2014</u>		
Cash Payment	E 101-42110-133 Employer Paid Dental		POLICE DENTAL		\$412.74
Invoice	53377804 11/11/2014				

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Payments

Current Period: November 2014

Cash Payment	E 101-43100-133 Employer Paid Dental	PUBLIC WORKS DENTAL	\$68.79
Invoice53377804	11/11/2014		
Cash Payment	E 601-49400-133 Employer Paid Dental	WATER DENTAL	\$40.18
Invoice53377804	11/11/2014		
Cash Payment	E 602-49450-133 Employer Paid Dental	SEWER DENTAL	\$40.17
Invoice53377804	11/11/2014		
Cash Payment	E 101-41400-133 Employer Paid Dental	CLERK DENTAL	\$32.35
Invoice53377804	11/11/2014		
Cash Payment	E 200-42200-133 Employer Paid Dental	CLERK DENTAL	\$2.30
Invoice53377804	11/11/2014		
Transaction Date	11/17/2014	Due 0 Checking 10100	Total \$596.53

Fund Summary

602 SEWER FUND	10100 Checking	\$796.88
601 WATER FUND		\$40.18
410 TIF 5-5 HERITAGE HOUSE PROJ		\$384.75
200 FIRE/RESCUE FUND		\$2.30
101 GENERAL FUND		\$3,025.38
		\$4,249.49

Pre-Written Checks	\$4,249.49
Checks to be Generated by the Computer	\$0.00
Total	\$4,249.49

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Payments

Current Period: November 2014

Batch Name 111814Claim2
Payment Computer Dollar Amt \$970.22 Posted

Refer	6883	ALEX AIR APPARATUS	Ck# 037157 11/18/2014		
Cash Payment	E 200-42200-221	Equipment Parts	Fire Dept Hose		\$589.26
Invoice26405		10/9/2014			
Transaction Date	11/18/2014	Due 0	Checking	10100	Total \$589.26
Refer	6884	CANAL PARK LODGE	Ck# 000545E 11/18/2014		
Cash Payment	E 101-42110-331	Travel Expenses	Police - TZD Conference 2 Rooms/2 Nights		\$190.48
Invoice334		11/14/2014			
Cash Payment	E 101-42110-331	Travel Expenses	Police - TZD Conference 2 Rooms/2 Nights		\$190.48
Invoice336		11/14/2014			
Transaction Date	11/18/2014	Due 0	Checking	10100	Total \$380.96

Fund Summary

	10100	Checking	
200 FIRE/RESCUE FUND		\$589.26	
101 GENERAL FUND		\$380.96	
		\$970.22	

Pre-Written Checks	\$970.22
Checks to be Generated by the Computer	\$0.00
Total	\$970.22